Message Text

UNCLASSIFIED

PAGE 01 TOKYO 06451 160254Z

12

ACTION CU-04

INFO OCT-01 EA-10 ISO-00 /015 W

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R 160143Z MAY 75 FM AMEMBASSY TOKYO TO SECSTATE WASHDC 162 INFO USIA WASHDC

UNCLAS TOKYO 6451

STATE FOR CU/EA; USIA FOR ICS/CA, IEA

E.O. 11652: N/A TAGS: OEXC, JA

SUBJECT: REGIONAL CONFERENCE OF AMERICAN STUDIES SPECIALISTS

REF: STATE 108612

- 1. USEC/J CAN ARRANGE TO PAY TRAVEL ALLOWANCE, THROUGH JAAS, OF APPROXIMATELY \$60 IN YEN CASH TO EACH ASIAN AND PACIFIC ISLAND DELEGATE WHO RECEIVES USEC/J TRAVEL SUPPORT UPON ARRIVAL AT HOTEL IN TOKYO. THIS WOULD REIMBURSE INCIDENTAL EXPENSES INCURRED DURING TRAVEL STATUS (SUCH AS AIRPORT DEPARTURE TAXES, BAGGAGE HANDLING, TAXI FROM AIRPORT TO HOTEL IN DOWNTOWN TOKYO, TIPS AND INCIDENTAL POCKET MONEY FOR STAY IN JAPAN). ACTUAL AMOUNT OF ALLOWANCE WOULD BE DETERMINED BY DIVIDING APPROXIMATELY \$2,500 (REMAINDER OF \$25,000) BY 31, WHICH IS EXPECTED NUMBER OF ASIAN DELEGATES RECEIVING TICKETS VIA USEC/J. DELEGATES NOT RECEIVING TRAVEL SUPPORT NOT INCLUDED.
- 2. REMIND DEPARTMENT THAT HANDLING FUNDS FOR TRAVEL OR ALLOWANCES MUST BE KEPT SIMPLE SINCE USEC/J DOES NOT HAVE ADEQUATE STAFF TO HANDLE COMPLICATED DISBURSEMENTS OR COMMUNICATIONS, NOR DO JAAS OFFICIALS WISH TO BECOME INVOLVED IN HANDLING HANDOUTS.
- 3. IF DELEGATES EXTEND TRAVEL TIME IN TOKYO OR EN ROUTE TO AND FROM, MAINTENANCE AS WELL AS ADDITIONAL UNCLASSIFIED

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TRAVEL WOULD BE THEIR RESPONSIBILITY. POSTS COULD

HELP AS THEY SEE FIT.

4. JAAS PICKS UP HOTEL BILL IN TOKYO, PLUS TWO MEALS, ON DAY PRECEDING AND DAY FOLLOWING CONFERENCE. PARTICIPANTS ARRIVE IN TOKYO SEPTEMBER 3; DINNER, HOTEL, BREAKFAST PROVIDED. BUS WILL LEAVE FROM DOWNTOWN HOTEL AT AROUND NOON SEPTEMBER 4 AND SINCE CONFERENCE SITE IS IN REMOTE AREA WITHOUT REGULAR PUBLIC TRANSPORTATION IT WILL BE DIFFICULT FOR STRAGGLERS TO FIND THEIR WAY THERE IF THEY MISS BUS. RETURN BUS WILL LEAVE CONFERENCE SITE SEPTEMBER 7 AFTERNOON, ARRIVING TOKYO HOTEL AROUND 6:00 PM. DINNER AT HOTEL, OVERNIGHT, BREAKFAST ON SEPTEMBER 8 PROVIDED.

5. SHOULD WE SEND THIS MESSAGE TO EA POSTS? HODGSON

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Message Attributes

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